



AMERICAN EMBASSY



CHAUFFEUR

The U.S. Mission in Colombo is seeking candidates for the position of Chauffeur.

As our new Chauffeur, you will be responsible for operating all types of Embassy vehicles transporting Embassy personnel and goods as well as assisting passengers to handle baggage as required. Are you good in English? (English will be tested), do you have a thorough knowledge of Sri Lankan traffic regulations and are you familiar with Colombo street plans, location of public buildings, and major highways? Then you may be the person we're looking for!

Please send us your detailed CV along with a cover page containing the following questions and your responses:

1. Position Title, 2. First, Middle, and Last Names as well as any other names used, 3. Current Address, Day, Evening, and Cell phone numbers, 4. E-mail address, 5. National Identity Card Number, 6. Do you have any relatives or members of your household who work for the U.S. Government (Y/N; if 'Y', Name, Relationship, Position, Location), 7. Are you between ages 18 and 60? (Y/N), 8. Have you sat for G.C.E. (O/L)? (Y/N; if 'Y', Course Name, Institute, start/end dates of the course), 9. Do you have three years of professional driving experience including one year of heavy vehicle driving experience? (Y/N; If 'Y' state employer, position title, start/end dates of employment in each position & summary of duties), 10. Do you have a valid class "D" (former class "A") heavy vehicles driving license? (Y/N), 11. What is your current monthly take-home salary?

Applications without the cover page may not be considered for this position.

If your answer is 'No' to questions 7, 8, 9, or 10, your application will not be considered.

Your monthly take-home salary package will be Rs. 30,708/-

Your application should reach us on or before August 30, 2012, by post at P.O. Box 106, Colombo, or by e-mail at Colombohr@state.gov. Please state "Chauffeur" on the top left-hand corner of the envelope or in the subject line of your e-mail. Please note, only shortlisted candidates will be contacted.

The U.S. Embassy is an Equal Opportunity Employer. Visit <http://srilanka.usembassy.gov/>